

## DSS Employment

The South Dakota Department of Social Services is looking for motivated people who are committed to helping their fellow citizens.

We have a wide variety of job opportunities throughout our state.

As a DSS employee, you will receive the personal rewards that come from a career in public service as well as excellent benefits.

## Our Mission is to...

Strengthen and support individuals and families by fostering independence and personal responsibility; protecting people; providing opportunities for individuals to achieve their full potential; and promoting healthy families and safe communities by ensuring quality, cost-effective and comprehensive services are provided in cooperation with our partners.

## Apply Today

The Department of Social Services announces all available positions through the **South Dakota Bureau of Personnel**: [www.state.sd.us/jobs](http://www.state.sd.us/jobs)

Job openings are announced every **Tuesday and Friday**.

If you would like to join the **list serve** and have new job openings emailed directly to your inbox, log onto: [www.state.sd.us/bop](http://www.state.sd.us/bop)

Learn more about the **Department of Social Services** at: [www.dss.sd.gov](http://www.dss.sd.gov) or call 605-773-3165 to speak to the Human Resources Manager.

# South Dakota Department of Social Services

*Our staff are the  
foundation of the success  
of our programs.*

**DSS**   
**Strong Families - South Dakota's Foundation and Our Future**

## Positions May Include:

Accounting and Financial  
Benefit and Eligibility Specialists  
Benefit Fraud Investigators  
Child Support Specialists  
Employment Specialists  
Family and Adult Services Specialists  
Internal Auditors  
Management Positions  
Program Specialists  
Registered Nurses  
Support Staff

## Divisions Include:

Adult Services and Aging  
Child Care Services  
Child Protection Services  
Child Support  
Economic Assistance  
Finance and Management  
Legal Services  
Medical Services  
Operations and Technology

## State Employee Benefits:

### Deferment and Cancellation of Student Loans:

Some positions with the Department of Social Services may qualify for the cancellation or deferment of student loans.

### Vacation Leave:

Accrue three weeks per year (240-hour maximum accrual); 15+ years of service accrue four weeks per year (320-hour maximum accrual). Vacation is prorated based on number of hours worked, if less than full-time.

### Sick Leave:

14 days per year, unlimited accrual; sick leave is prorated based on number of hours worked, if less than full-time; 1/4 payment on termination after seven consecutive years of service, not to exceed 480 hours.

### Personal Leave:

40 hours per year, used for care of immediate family; deducted from accrued sick leave.

### Holiday:

10 holidays are recognized by the State of South Dakota.

### Health Plan:

Health insurance coverage through the State of South Dakota. State pays 100% of employee health coverage premium; employee pays for dependent health coverage premium.

### Retirement/Long-Term Disability:

The State matches employee's tax-free contributions to provide benefits for retirement or disability – defined benefit 6% match; portable.

### Basic Life Coverage:

\$25,000 Group Term Life – double for accidental death. Includes an accidental death and dismemberment (AD&D) benefit. Employees may purchase supplemental life coverage of two to five times the employee's annual earnings, up to a maximum of \$400,000.

### Flexible Spending Accounts:

Allows employees to pay for out-of-pocket health care expenses and dependent care expenses with pre-tax dollars.